

2 January 1970

MEMORANDUM FOR: Executive Assistant

FROM : Acting Chief, Intelligence School

SUBJECT : Weekly Report of Intelligence School Activities
No. 52, 25 - 31 December 1969

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1. [REDACTED] reports that all preparations are complete for the first (orientation) phase of the new CT course, Intelligence and World Affairs, which begins 5 January 1970.

2. The next Introduction to Intelligence, beginning 26 January, will experiment with a new approach to course participation by the staff. The course has been divided into 14 substantive modules, each with a separate objective. Within this general framework nine members of the staff developed module schedules. Some changes will be made as a number of the module directors recommended the use of the same person as a speaker. All of the nine participants will lecture in the course and three of the module directors will lecture in their module. There is a tendency for each director to end his module with a panel or symposium. ✓

Some of the old stand-by lecturers will continue to participate, though with slightly different topics. The module directors have recommended outside speakers from USIA and NSA. Another change will be some use of non-OTR Agency employees as panelists and discussion leaders. In the past the panels were handled by staff personnel while lectures were given by guests.

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3. An abbreviated orientation course will be given at the [REDACTED] on the mornings of 20, 21, and 22 January for OL warehouse personnel who are not normally scheduled for Introduction to Intelligence. Faculty members involved in the course will visit the [REDACTED] the preceding week for a briefing on warehouse operations. ✓

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4. Beginning of the two weeks of briefing for the head of [REDACTED] equivalent of our OER has been postponed to Monday, 12 January. The first week will be devoted to the US Intelligence Community and CIA's role in it, to overt and covert collection, and to dissemination and library functions. The second week will be given by OER, primarily in the form ✓

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of case studies on areas and subjects of interest to the [REDACTED]. The major participants will meet with the [REDACTED] on the afternoon of the first day to determine more precisely his needs and interests.

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5. [REDACTED] OMS, on 31 December to discuss follow-up testing and evaluation of the Reading Improvement Course. Marv suggested a two-pronged approach -- (1) a questionnaire ✓ on the value and relevance of the course and (2) a retesting of a sampling of previous students. Marv has agreed to develop the questionnaire and a proposal for the retesting, and will meet with us again about 16 January.

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6. During the break in courses in late December we have given considerable attention to purging our files. [REDACTED] eliminated about 40 cubic feet of material formerly used in the ITC. This was made possible by the change in course focus, development of new exercises, and the considerable reduction in class size. Previously, when we had classes averaging about 90 CT's, we had to maintain about 100 sets of each exercise. In addition, we are also sending to Records ✓ Center two boxes of historical files; eight boxes of 1966-1967 finished intelligence reports, which we hope will provide a solid base for the establishment of a document collection in OTR Library; and about 10 boxes of the [REDACTED] which we recalled and which has never been released by the Agency's management.

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7. During this reporting period, the following non-Agency briefing was given:

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On 31 December, for 30 students in the AID Orientation, ✓ on CIA, at the AID Washington Training Center, by [REDACTED]

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[REDACTED]

Attachment